



## APPENDIX K

### 12 SUSTAINABILITY FACTORS

#### DETAILED DESCRIPTION

FACTOR: **PERCEIVED VALUE**

DEFINITION: Acknowledged value by those affected by the new ways of working and improved outcomes.

HOW TO USE THE FACTOR TO INFLUENCE SUSTAINABILITY: Conduct specific activities to increase your target stakeholders' perception of the value of your work and its outcomes.

EXAMPLES: Give regular feedback on your improved outcomes to key stakeholders; present data at meetings with leadership.

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FACTOR: **MONITORING AND FEEDBACK**

DEFINITION: Information on improved outcomes is collected and communicated to target audiences.

HOW TO USE THE FACTOR TO INFLUENCE SUSTAINABILITY: Track and communicate your improved outcomes to your target audiences on a regular basis and in easy-to-understand formats.

EXAMPLES: Host quarterly information-gathering calls to monitor project outcomes; display charts and graphs of improved outcomes in locations within an organization where target audiences will see them.

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FACTOR: **LEADERSHIP**

DEFINITION: The degree to which leaders, including decision-makers and champions, are *actively* engaged in the implementation stage and beyond

HOW TO USE THE FACTOR TO INFLUENCE SUSTAINABILITY: Ensure that leadership is involved in program development and activities

EXAMPLES: Have leaders present updates on improved outcomes at regular management meetings; invite leaders to participate in planning meetings.



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##### FACTOR: **STAFF**

**DEFINITION:** Staff have the skills, confidence, and interest in continuing the new ways of working and improved outcomes.

**HOW TO USE THE FACTOR TO INFLUENCE SUSTAINABILITY:** Provide staff trainings, technical assistance, and feedback on the success of the program.

**EXAMPLES:** Train staff on a new referral system and provide updates on its impact on patients; staff experience a new curriculum as more effective in achieving better outcomes.

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##### FACTOR: **SHARED MODELS**

**DEFINITION:** Continued use of a shared model among those involved in the new ways of working.

**HOW TO USE THE FACTOR TO INFLUENCE SUSTAINABILITY:** Use a commonly accepted model to plan, implement, and evaluate program progress.

**EXAMPLES:** Use the Chronic Care Model at planning meetings to determine gaps in implementation; use the 40 Developmental Assets model to coordinate staff activities.

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##### FACTOR: **ORGANIZATIONAL INFRASTRUCTURE**

**DEFINITION:** Degree to which organizational operations support the new ways of working and improved outcomes.

**HOW TO USE THE FACTOR TO INFLUENCE SUSTAINABILITY:** Embed changes to the organization that are difficult to get rid of.

**EXAMPLES:** Revise job descriptions to include new job roles; allocate resources to new ways of working.



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#### FACTOR: ORGANIZATIONAL FIT

**DEFINITION:** Degree to which the new ways of working and improved outcomes match the organization's overall goal and operations.

**HOW TO USE THE FACTOR TO INFLUENCE SUSTAINABILITY:** Ensure that staff and administrators view the new ways of working as a important part of the organization's identity and operations.

**EXAMPLES:** Incorporate the new ways of working into the organization's strategic plan; train staff on the purpose and importance of new ways of working.

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#### FACTOR: COMMUNITY FIT

**DEFINITION:** Degree to which the new ways of working and improved outcomes match the communities' interests, needs, and abilities.

**HOW TO USE THE FACTOR TO INFLUENCE SUSTAINABILITY:** Ensure that community members and/or organizations view the new ways of working as helpful and important to their communities.

**EXAMPLES:** Provide health screenings at locations accessible to community members and available at convenient times.

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#### FACTOR: PARTNERS

**DEFINITION:** Involvement of partners who actively support new ways of working and improved outcomes.

**HOW TO USE THE FACTOR TO INFLUENCE SUSTAINABILITY:** Ensure that partners have an active role in both decision-making and the provision of resources.

**EXAMPLES:** Develop agreements with partners to continue to contribute staff or resources after the implementation phase.



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FACTOR: **SPREAD**

DEFINITION: Expansion of new ways of working and improved outcomes to additional locations.

HOW TO USE THE FACTOR TO INFLUENCE SUSTAINABILITY: Ensure that multiple locations incorporate the new ways of working.

EXAMPLES: Expand a new protocol for conducting foot exams for patients with diabetes from one community health center site to other sites.

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FACTOR: **FUNDING**

DEFINITION: Funding beyond original project period.

HOW TO USE THE FACTOR TO INFLUENCE SUSTAINABILITY: Obtain additional funding to assist with the continued implementation of new ways of working.

EXAMPLES: Obtain second-year grant funding for school-based asthma education because it was effective and well received in the first year of implementation.

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FACTOR: **GOVERNMENT POLICIES**

DEFINITION: Degree to which new ways of working and improved outcomes are supported by government policies.

HOW TO USE THE FACTOR TO INFLUENCE SUSTAINABILITY: Policies are enacted that make it easier to conduct new ways of working.

EXAMPLES: Secure reimbursement for providers to conduct smoking cessation with specific populations.